

CONDUCTED BY THE
INTERNATIONAL CITY MANAGERS' ASSOCIATION

1313 East 60 Street, Chicago 37, Illinois

Report No. 163

August, 1957

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USE OF CIVILIAN AUXILIARY POLICE

What are civilian auxiliary police? What constitutes their duties and authority? What are the practices of selected cities in the use of auxiliary police?

The organization and use of civilian auxiliary police have become so widespread since World War II that some semblance of their functions exists today in the majority of cities over 10,000 population. The 1957 *Municipal Year Book* reports that 746 of 1,136 reporting cities, or 66 per cent, have an auxiliary police organization which is used for civil defense, disasters and conventional police functions.

The organization of an auxiliary police unit may be an important step towards improving operations of a municipal police department. Properly trained, correctly organized, and judiciously controlled, such a unit can supply a trained manpower reserve in times of extraordinary situations. Besides the obvious uses during disasters, such a unit can be used for traffic control during parades and sport events; handling crowds at rallies, fairs, and other events; and perhaps even assisting regular patrolmen in routine police patrol.

To secure further information on auxiliary police, 49 cities supplied specific information on organization, training, duties, and conditions of work. The cities range in size from New York City to De Soto, Missouri (5,357) and are located in all sections of the United States. Subsequent sections of this report describe the findings from these 49 cities; and much of the data are shown in Tables 1 and 2 at the end of the report.

What Are Auxiliary Police?

The civilian auxiliary police organization may be known as the police reserve, civil defense reserve, or more commonly as auxiliary police. Usually they are a group of unpaid volunteers, organized and trained in police work, who supplement the regular police force. They may be used solely as a stand-by reserve for civil defense and natural disasters. More often, however, they help the police department in functions that require extra men for short periods of time.

Perhaps the best way to define auxiliary police is to describe what they are not. Auxiliary police are not privately employed police, watchmen, or guards; private detectives; or civilian employees of the police department such as school crossing guards, radio dispatchers, or parking meter checkers. In addition, auxiliary police invariably are circumscribed in duties and authority so as to protect the legal powers of the city police department and to protect the citizens from a group operating outside the law.

The auxiliary police authority is dependent upon state statutes, municipal ordinances, and police departmental rulings. Invariably an auxiliary policeman has authority only while in uniform. When off-duty he reverts to his status as a civilian. Thus he is prohibited from making off-duty arrests, investigations, or inquiries. When a situation arises that requires police attention while an auxiliary policeman is off-duty and out of uniform, a regular patrolman has to be summoned before the auxiliary policeman can perform any police function.

As discussed later in this report, auxiliary police, if given the right, usually have a limited power of arrest. The power of arrest can be used only while on duty and in uniform and only in

clearly defined situations. Since an auxiliary policeman usually is accompanied by a regular policeman, it is the regular patrolman that makes the actual arrest. When off duty (and in some cases when on duty), an auxiliary policeman has the normal arresting powers of a citizen as defined by state statutes. Briefly this means that he can make an arrest just as any citizen can if a felony has been committed in his presence or if he has reason to believe that a felony has been committed or is being committed in his presence. He cannot make an arrest for suspicion of a felony in order to hold a suspect for further investigation, or for a misdemeanor. Likewise an auxiliary policeman cannot issue citations, subpoenas, or warrants of arrest.

Auxiliary police usually are assigned routine and nonhazardous duties. In most cities an auxiliary policeman is under the immediate supervision of a regular patrolman. The extent of an auxiliary's duties are restricted to what is authorized by the regular. If an auxiliary is assigned to a post by himself, he is usually required to call for a regular patrolman if a police incident arises.

There are other police functions that the auxiliary police cannot undertake. An auxiliary policeman cannot book a prisoner, cannot make a thorough search of a prisoner, or remove any personal objects from a prisoner. He cannot take part in an interrogation of a prisoner or suspect and in some instances cannot be present while an interrogation takes place. He cannot drive a police vehicle or operate any police equipment except that which is directly concerned with his immediate duties. He cannot be used as a plainclothesman or as an undercover agent. He cannot be used on raids, surveillances, or arrests. Normally he cannot enter a building unless accompanied by a regular officer.

Another important restriction of auxiliary police pertains to the authorization of weapons. If he is allowed to carry a weapon on his person, it is usually by special authorization of the police chief. He normally cannot carry a weapon until he has familiarized himself with its use and has been able to fire a minimum qualification score. In some cases he cannot carry a weapon until he has completed a minimum amount of service. In almost all cases, an auxiliary policeman is not allowed to carry a weapon while off duty, except of course when he has received a permit to carry one for his self-protection.

Functions of Auxiliary Police

In defining auxiliary police the previous section has listed how they cannot be used. It is just as important to know how they can be used. An auxiliary police unit can be organized just as its name implies — as an addition to the police department to supplement routine operations with additional personnel in time of need.

An auxiliary police unit is a guarantee that the police department will have a pool of trained manpower which it can call upon. It would eliminate the necessity of deputizing untrained and unknown persons during a time of unusual events.

General Functions. Of the 49 cities that reported on the principal duties of their auxiliary police, 27 or 55 per cent use them in both police and civil defense activities. Thirteen of the cities have organizations only for civil defense. Six cities state that the auxiliary police are used primarily as aids to the police department, and three cities use them as replacements for their regular police personnel.

Duties. The principal police duties that auxiliary police engage in or are allowed to engage in are maintaining order during parades, rallies, and assemblies (as reported by 45 cities) and directing traffic (as reported by 43 cities). Thirty-three cities said that their auxiliary police can be used for riots or civil disorders and in searches for lost or missing persons.

Several cities use their auxiliary police for specific additional tasks. Chico, California, uses auxiliary police in "stakeouts," patrolling a 2,300-acre park, and special patrol work. Auxiliary police patrol in the park from late spring to early autumn. Their principal duties are to thwart disturbances and vandalism and to curtail traffic violations. The city also has a periodical alert whereby the auxiliary police unit is summoned for a period of time, usually 4 p.m. to 8 a.m., to replace the police department in its entirety. The purpose of the exercise is to see how the auxiliary unit would function in case it has to be called out for an emergency.

Birmingham, Michigan, has prepared a procedural guide to be followed by the auxiliary policeman who is assisting a regular patrolman in an accident, fire, arrest, breaking and entering, prowling, and so on. For example, in the event of a traffic accident, the regular police patrolman will care for injured, call the ambulance, conduct the investigation, obtain statements, and take measurements and photographs. The auxiliary policeman will direct traffic, locate witnesses, stand by the radio, and assist the regular when called upon. In an arrest for a felony or misdemeanor, the regular patrolman will make the arrest. The auxiliary will cover the regular, assist if needed, stand by the radio, and drive the subject's car to the police station with the owner's permission. In most instances the auxiliary is restricted to directing traffic and crowds at the scene, standing by the radio, and assisting the regular patrolman when called upon.

Many cities combine training with police patrol so that auxiliary police can accompany regular patrolmen and aid them in their regular work. Ontario and Santa Monica, California, use its auxiliary police in regular routine patrol.

Some cities will use auxiliary police for special events in which the citizenry feel that the police should participate. For example, Berkeley, California, uses its auxiliary police for such special events as "Mothers' March of Dimes," PTA meetings, and local service club functions. There is always the need for extra police during sport events, fairs, celebrations, and similar temporary activities.

The auxiliary police will prove useful during the time of a natural or manmade disaster. Worcester, Massachusetts, reported that its auxiliary police unit functioned extremely well during the time the city was struck by a tornado a few years ago. Elizabeth, New Jersey, used its auxiliary police unit when it had three major airplane crashes within a relatively short period of time.

Frequency of Use. Forty-six cities reported the amount of time the auxiliary police are used. Twenty-one cities use the auxiliary police force at least one a week — usually at special events; while 15 cities said that they use the auxiliary police only for special events. Four cities stated that they very seldom or never use their auxiliary police.

Birmingham, Michigan, reported that its 25-man auxiliary police force worked 5,000 man hours in 1956, an average of 200 man hours per member. The Cambridge, Massachusetts, 325-member police auxiliary donated 5,000 man hours during the past year. Hawthorne, California, uses an auxiliary policeman a minimum of 16 hours per month. Albany, Oregon, allows an auxiliary policeman to work any time he cares to volunteer his services.

In Teaneck, New Jersey, the city is divided into five districts, each having one auxiliary police unit. Each week, one unit supplies the reserve manpower needed by the city for every night of the week. University City, Missouri, uses each auxiliary policeman four hours per month to accompany regular policemen in patrol cars plus Sunday and holiday church traffic detail.

In Lodi, California, an auxiliary policeman will spend four hours a week on routine patrol with a regular patrolman. Elizabeth, New Jersey, uses its auxiliary force for parades and to assist in special charitable drives.

Compensation. The normal rule is that auxiliary policemen do not receive pay for their work — 43 of 49 cities. Fort Lauderdale, Florida, and El Cajon, California, give the token payment of one dollar a year. Hollywood, Florida, pays auxiliary police one dollar for each hour of duty. Three cities pay hourly wages: Pasadena, California, \$2.13 per hour; Elgin, Illinois, \$2.00 per hour; and Oregon City, Oregon, \$1.60 per hour.

Eight cities use auxiliary police as replacements for regular patrolmen who are absent for some reason. In such cases the auxiliary policeman may be given the same status as a regular patrolman. Two of these cities pay an auxiliary policeman the standard rookie patrolman's salary (\$260 a month and \$300 a month respectively), and three cities pay on an hourly scale. One city pays one dollar a year, and two cities do not give them any pay.

Authority of Auxiliary Police

Much has been said in this report about what the auxiliary police cannot or should not do.

While auxiliary police do have limitations as to their authority, they nevertheless do have some authority. Forty of the 49 reporting cities require the auxiliary police to take an oath similar to the one given to regular police personnel. The remaining nine cities either require no oath or an oath pertaining to the area of civil defense.

Power of Arrest. The power of arrest is conferred on the auxiliary police force by 32 cities. Ten cities place no specific limitation on this power while the remaining 22 do. Normally, the power of arrest is limited to the time that the auxiliary policeman is on active duty. Fifteen cities have this restriction, and some cities require that the auxiliary policeman be accompanied by or be working with a regular patrolman.

Chico, California, reported that the auxiliary policeman generally is discouraged from using his arresting authority if it is possible that it can be done by a regular patrolman. Hampton, Virginia, prefers its auxiliary policemen to hold any suspect until a regular patrolman can arrive to make the actual arrest. Pendleton, Oregon, and Hawthorne, California, do not permit their auxiliary police to ticket for parking meter violations.

The remaining 17 cities do not grant the power of arrest to their auxiliary police except for civil defense purposes.

Qualifications and Training

The most important steps in organizing an auxiliary police unit are the selection of qualified personnel and the training for the job. An auxiliary policeman should take pride in his service to the community. If he is part of a highly selected and well trained unit, the chances are very good that he will have morale which will reflect on the type of service that he gives.

Entrance Qualifications. Most cities require some sort of minimum qualifications for entrance into the auxiliary police unit. Only three of the 49 reporting cities stated that they have no such requirements. The two most common requirements are a background investigation (required in 46 cities) and fingerprinting (required in 44 cities). Thirty-one cities have age restrictions, generally 21 years of age minimum to 60 years of age maximum. Twelve cities have height requirements, usually a minimum of five feet nine inches. Ten cities have weight requirements, usually a 155-pound minimum proportioned according to height. A total of 13 cities require a minimum amount of schooling, seven cities give intelligence tests, and eight cities require physical examinations.

Of the eight listed requirements (see Table 1), Joplin, Missouri, applies all of them except a physical examination, and Pasadena, California, applies all except an intelligence test. Six other cities use at least six of the eight qualifications for admission.

Training. The auxiliary police unit should be a thoroughly trained body of men. Since the auxiliary police normally will not be continuously called upon and in some cities will be very seldom used, training should be held continuously and should not be a one-stage operation to be disposed of as quickly as possible.

Forty-eight cities reported on auxiliary police training, and 47 stated that they have some sort of training program. The average basic training program is about 40 hours of police and civil defense instruction. Hollywood, Florida, for example, trains its auxiliary police in such subjects as evaluation of police emergencies, the police officer, law of arrest, law of crime, the patrol officer, duties at crime scenes, traffic and safety, firearms, government and court system, first aid, and pistol firing. The training sessions are normally two hours in length and held twice a month. The instructors are drawn from the police department or the auxiliary police, although in some cases the instructors may be professional teachers from nearby universities or police schools.

After the basic training course a city would do well to extend its program to include intermediate and advance courses to maintain the members' interests, determine the extent of responsibility to be given, and ascertain the best men for promotion within the auxiliary unit. An outline of the basic, intermediate and advanced auxiliary police training course is shown at the end of this report.

Joplin, Missouri, encourages its auxiliary police to participate in traffic schools, Federal Bureau of Investigation sponsored police schools, and university extension courses in police subjects.

A part of continuous training is on-the-job assignments. This can be combined with classroom work. Usually on-the-job training consists of accompanying an experienced officer on foot or motor patrol, engaging in minor police duties under supervision, and observing how various police assignments are handled. Correctly done, such a program will instill a feeling in the auxiliary policeman that he is accepted as an integral part of police operations and is or will be relied upon to fulfill his duties.

Organization of Auxiliary Police

The auxiliary police organization is separate and distinct from the regular police department and should function only upon the request of the police department or some higher authority, and then under police department control. The rank and authority that individual members have pertain only to the auxiliary. An auxiliary policeman has no jurisdiction of any regular police patrolman regardless of rank.

The degree of organization of the auxiliary police unit depends on the size of the unit. Smaller units usually are informally organized. Larger units are organized similarly to the regular uniformed division of the police department.

Rank within the auxiliary unit compares with regular police rank, such as chief, lieutenant, sergeant, and patrolman. Rank will be applicable only within the auxiliary unit and will have no effect on the regular patrolman. The three most common means of attaining auxiliary rank are by appointment by the police chief or the auxiliary police chief, election by the members of the auxiliary unit, or attainment through service and qualification tests.

Auxiliary police generally are not organized as social groups. It is true, however, that some of the auxiliary police units hold occasional social events, generally to raise money for uniforms and equipment. Monthly or bi-monthly meetings may be held for auxiliary police business and operations. At this time, training programs are conducted, elections of members take place, promotions in rank are given, discussions of unit problems are held, and social activities are provided.

Appointing Authority. In nearly all of the reporting cities the police department has jurisdiction over the auxiliary police unit. The police chief generally has the authority to appoint members to the auxiliary police force. In 33 cities the police chief or his representative has sole jurisdiction in this matter, while in six cities the police chief makes the appointments upon approval of the chief administrator or the legislative body. In four cities the auxiliary police chief or the auxiliary police board makes the appointments. In four cities appointments are handled by the civil defense director, and in two cities it is done by the chief administrator.

Size. The size of the auxiliary police organization varies from eight in Albany, Oregon, to 19,262, used as civil defense police, in New York. The cities with the largest number of auxiliary police have around 300 to 400, such as Denver, Colorado, with 425; Teaneck, New Jersey, with 350; and University City, Missouri, with 250.

Appropriations. As a rule the city supplies only a small appropriation to its auxiliary police unit, usually for uniforms, equipment, and training. Forty-two cities supplied data on this subject. Sixteen cities reported making no appropriation. Of the remaining 26, eight spent \$500 or less in their last fiscal year; three, \$1,000 or less; five, \$2,000 or less; and 10, above \$2,000. Berkeley, California, provided \$13,000 for auxiliary police functions; Pasadena, California, \$9,900; and University City, Missouri, \$2,800. A municipality may allow expenditures for auxiliary police functions from the police department budget rather than set up a separate appropriation. The auxiliary police may also receive civil defense funds which are earmarked for specific purposes.

Rules and Regulations. Nearly three-quarters of the cities stated that auxiliary police are governed by formal rules and regulations. The auxiliary police rules and regulations are similar to those applied in the regular police department. In some cases the regular police rules may be extended to include auxiliary police. Such regulations cover the jurisdiction of the auxiliary police, the appointing authority, the organizational setup, the training program, the required duty schedule, and rules of conduct. The principal points of difference between regular and auxiliary police rules are those discussed above in the section, "What Are Auxiliary Police?"

Uniforms and Equipment

Nearly all, 47 out of 49 reporting cities, authorize auxiliary police to wear uniforms. In all cases, the auxiliary policeman can be identified from the regular patrolman, either by his uniform, his shoulder patch, his badge, or some other special marking. Twenty-eight cities report that the auxiliary police uniforms are different from the regular police uniform. This is done by having the uniform of different color, different cut, or different style.

Twenty-three cities furnish the uniforms free, and four cities furnish part of the uniform or pay for part of the cost. Twenty cities do not furnish the uniform.

Forty-eight cities allow auxiliary policemen to carry identification cards, and 47 cities allow them to carry badges. Forty-two of the cities authorize auxiliaries to carry nightsticks, and 27 allow them to have weapons. Forty-one of the cities will furnish the badges; 40, the identification cards; 33, the nightsticks; and nine, the weapons. In addition, many cities will furnish such additional equipment as handcuffs, whistles, flashlights, notebooks, holsters, and ammunition.

Insurance Coverage

Twenty-one out of 45 reporting cities said that the city government is covered by liability insurance against legal actions caused by use of auxiliary police. Berkeley, California, is covered by \$300,000 and \$750,000 for public liability and \$100,000 for property damage. In Holland, Michigan, the auxiliary police are covered by the city's liability insurance of \$200,000 for personal injury, \$50,000 for property damages, and \$1,000,000 for accident claims. Las Vegas, Nevada, is covered by false arrest insurance of \$10,000, \$25,000, and \$50,000.

Thirty-three of the 49 reporting cities have workmen's compensation coverage for their auxiliary policemen while on duty. In seven other cities, the auxiliary police are covered by private insurance carriers against injury or death while on duty, the premium being paid by the city. Nine cities have no insurance coverage for auxiliary police.

Conclusions

A substantial number of cities have organized and trained auxiliary police units to supplement the regular police force in times of disaster or police emergencies. Many of these auxiliary units are an outgrowth of or part of civil defense programs.

A well organized, properly trained, carefully selected, and strictly controlled auxiliary police force is an asset to a community which finds from time to time that it needs additional police officers for short periods of time. These cities, which because of sport events, fairs, other seasonal activities, have certain peak work periods for the police department, may do well to consider organizing a police auxiliary. Cities, which during the past decade experienced natural disasters may wish to organize an emergency stand-by force to assist the police department when called upon. And in certain instances, cities wishing to bolster the full potential of its police force, can use an auxiliary police force as a supplement for routine police activities.

Acknowledgements. Grateful acknowledgement is made to the following city managers for furnishing information for this report: J. D. Baughman, Joplin, Missouri; William D. Bollman, Albany, Oregon; Raymond P. Botch, Elgin, Illinois; Harold C. Chirgwin, Flint, Michigan; Robert Clute, Oregon City, Oregon; Elder Gunter, University City, Missouri; Bert W. Johnson, Evanston, Illinois; Clarence E. Johnson, Hampton, Virginia; John M. Kalztban, Whitefish Bay, Wisconsin; A. H. Kennedy, Las Vegas, Nevada; Harold J. Martin, Ontario, California; Daniel J. McFadden, Danvers, Massachusetts; Bernard J. Noden, El Cajon, California; Julian H. Orr, Portland, Maine; Chester E. Peterson, Newton, Kansas; A. J. O'Rourke, De Soto, Missouri; Harold K. Schone, Birmingham, Michigan; John L. Scott, Park Forest, Illinois; Leland M. Swanson, Pendleton, Oregon; C. B. Talmadge, Portsmouth, Virginia; H. D. Weller, Lodi, California; and William A. Wolff, Wilmette, Illinois.

Grateful acknowledgement is made to the following city officials who provided information for

this report: Albert P. Blaucher, deputy chief of police, New Orleans, Louisiana; David W. Coffs, administration assistant, Lexington, Kentucky; A. H. Colby, civil defense director, Hutchinson, Kansas; David Dumseath, commander, police reserves, Hollywood, Florida; Otto Faulkner, police chief, Santa Monica, California; R. M. Floyd, police captain and police personnel director, Denver, Colorado; John W. Fonger, city auditor, Holland, Michigan; Michael J. Godfrey, chief of police, Hartford, Connecticut; Lieutenant Eugene W. Gores, police department, Hawthorne, California; James P. Healey, deputy chief of police, Greenwich, Connecticut; Captain George Hochette, police department, Fort Lauderdale, Florida; A. E. Jansen, chief of police, San Diego, California; Oscar W. Johnson, acting chief of police, Worcester, Massachusetts; Acting Captain Harry MacDonald, police department, New York, New York; Captain Thomas P. Maroney, director of police reserves, Elizabeth, New Jersey; Robert M. McCurdy, assistant city manager, Pasadena, California; Captain William J. Monney, captain of personnel, Long Beach, California; J. C. Neel, chief of police, Modesto, California; Captain Robert S. Terhune, police department, Niagara Falls, New York; John B. Tover, chief of police, Bangor, Maine; Patrick F. Ready, chief of police, Cambridge, Massachusetts; J. R. Reichart, chief of police, St. Petersburg, Florida; T. H. Schmid, administrative assistant, Teaneck, New Jersey; John M. Simmons, administrative assistant, Chico, California; Clarence D. Simpson, acting chief of police, Norwich, Connecticut; Sergeant E. A. Skeels, director of police reserves, Berkeley, California; and R. H. White, assistant chief of police, Sioux City, Iowa.

Special thanks are due to Charles S. James of the field services division, Public Administration Service, Chicago, for his advice and comments in the preparation of this report. Mr. James has participated in many surveys on police and fire organization for local governments in all parts of the United States.

Table 1

DATA ON AUXILIARY POLICE IN 49 CITIES

The information in the first two columns is taken from the 1957 *Municipal Year Book*; all other data from special questionnaire. Population: 1950 population except where single dagger (†) denotes subsequent special census. City Appropriation: annual amount for latest fiscal year. Entrance Requirements: see code letters below. Training Hours: refers to the number of hours of police training for new auxiliaries; in some cities training is continuous, e.g. for one hour per week ("1 hr/wk"); for other systems see code below. Police Duties: see code letters below. Leaders (...) indicate data not reported.

Entrance Requirements

- | | |
|--------------------------|------------------------------|
| A — Age limit | F — Fingerprinting |
| H — Height | B — Background investigation |
| W — Weight | S — Minimum schooling |
| P — Physical examination | I — Intelligence test |
| None — None of the above | |

Training Hours

- On-job — On-the-job training, usually accompanied by a regular officer
 Same as reg. — Receives the same type and amount of training as is given to a regular officer
 Informal — Has a training program, but does not report any set number of scheduled hours
 Unknown — Has a training program, but failed to report its extent

Police Duties

- | | |
|--|---|
| T — Directing traffic | P — Maintaining order at parades, rallies, etc. |
| R — Controlling riots or civil disasters | S — Searching for missing or lost persons |

Table 1

DATA ON AUXILIARY POLICE IN 49 CITIES

City	Pop. (in thousands)	No. of Regular Police	No. of Auxiliary Police	City Appropriation	Entrance Requirements	Training Hours	Police Duties
Albany, Ore.	10	19	8	\$500	AHWFBS	On-job	TP
Bangor, Me.	32	59	35	None	None	Same as reg. emerg.	TP
Berkeley, Calif.	114	137	187	13,000	AFB	180 hr	TRPS
Birmingham, Mich. . . .	15	37	25	...	AHWFBS	2 hr/2 wk	TRPS
Cambridge, Mass. . . .	121	241	325	101	AFB	36 hr	TPS
Chico, Calif.	12	21	25	None	FB	On-job	TRPS
Danvers, Mass.	16	20	40	1,500	None	4 hr/wk	TRPS
De Soto, Mo.	5	...	38	500	AFBI	2 hr/wk	TRPS
Denver, Colo.	416	744	425	None	AFB	60 hr	TP
El Cajon, Calif.	11†	23	40	...	FBI	50 hr	TRPS

Table 1 — continued

City	Pop. (in thou- sands)	No. of Regular Police	No. of Auxiliary Police	City Appro- priation	Entrance Require- ments	Training Hours	Police Duties
Elgin, Ill.	48†	51	25	None	FBS	Same as reg.	TRP
Elizabeth, N. J.	113	268	183	600	AHWFBS	150 hr	TRPS
Evanston, Ill.	75†	118	40	500	PFB	12 hr	None
Flint, Mich.	163	305	300	None	AFB	Informal	P
Ft. Lauderdale, Fla.	63†	131	37	1,350	AFBS	40 hr	TRPS
Greenwich, Conn.	41	130	113	6,500	FB	40 hr	On call
Hampton, Va.	61†	62	100	None	None	On-job	TRPS
Hartford, Conn.	177	402	89	...	PFBS	Informal	P
Hawthorne, Calif.	28†	38	25	375	AHWFBS	2 hr/2 wk	TRPS
Holland, Mich.	16	20	23	None	APFBI	Informal	TRPS
Hollywood, Fla.	23†	68	35	750	APFB	48 hr	TRPS
Hutchinson, Kan.	34	40	36	None	AFB	1 night/wk	TPS
Joplin, Mo.	39	47	25	None	AHWFBSI	20 hr	TRPS
Las Vegas, Nev.	45†	130	35	2,400	HWPFB	1 hr/wk	TRPS
Lexington, Ky.	56	101	50	305	FB	40 hr	TRPS
Lodi, Calif.	17†	30	39	900	FB	90 hr	TP
Long Beach, Calif.	251	484	105	1,500	AFB	Unknown	TRPS
Modesto, Calif.	17	56	50	None	AFB	2 hr/mo	TRPS
New Orleans, La.	570	1,190	150	...	APFB	60 hr	TPS
New York, N. Y.	7,892	24,286	19,262	51,881	AHWFBS	40 hr	TP
Newton, Kan.	12	14	25	None	FB	None	TRPS
Niagara Falls, N. Y.	91	178	300	...	FB	24 hr	TP
Norwich, Conn.	38†	53	30	None	AFB	10 hr/mo	TRPS
Ontario, Calif.	39†	53	55	150	FB	On-job	TRPS
Oregon City, Ore.	7	...	18	...	AHFBI	40 hr	TRPS
Park Forest, Ill.	24†	18	50	1,000	PFBI	60 hr	TRPS
Pasadena, Calif.	105	196	150	9,900	AHWPFB	40 hr	TRPS
Pendleton, Ore.	12	19	15	None	AHWFBS	Bi-mo.class	TRPS
Portland, Me.	98	122	250	None	BS	40 hr	TRS
Portsmouth, Va.	80	102	176	2,500	AFBI	30 hr	TRP
St. Petersburg, Fla.	97	125	35	1,200	AHWFBS	96 hr	TRPS
San Diego, Calif.	435†	633	300	None	FB	40 hr	TP
Santa Monica, Calif.	75†	161	120	5,000	AFB	Unknown	TRPS
Sioux City, Iowa	84	109	125	...	AFB	Unknown	TRPS
Teaneck, N. J.	34	51	350	2,300	AFB	40 hr	TRPS
University City, Mo.	40	49	201	2,800	AFB	58 hr	TRPS
Whitefish Bay, Wis.	15	27	60	400	AFB	30 hr	TRP
Wilmette, Ill.	18	28	29	None	AFB	...	TP
Worcester, Mass.	203	397	125	None	AHBS	80 hr	P

Table 2

DATA ON AUXILIARY POLICE IN 49 CITIES

All data from a special questionnaire. Number of Hours on Duty: shows typical hours for auxiliary police; "SE" means calls for special events or as needed; leaders (...) mean have a duty schedule but failed to provide exact information. Furnishes Uniform: "NA" means that the auxiliary is not authorized to wear a uniform; "Partly" means that the city supplies some but not all of the uniform. Police Equipment: see code letters below. Liability Insurance: refers to coverage protecting city against legal actions caused by use of auxiliary police. Auxiliary Police Insurance: insurance carried for protection of auxiliary police; "W" denotes workmen's compensation insurance; "P" denotes private carrier coverage with all premiums paid by the city government. Leaders (...) indicate data not reported.

Police Equipment

W — Weapon

N — Nightstick

B — Badge

I — Identification card

Table 2

DATA ON AUXILIARY POLICE IN 49 CITIES

City	No. of Hours on Duty	City Furnishes Uniforms	<u>Police Equipment</u>		Liability Insurance	Auxiliary Police Insurance
			Authorized	Furnished by City		
Albany, Ore.	4 hrs/wk;SE	Yes	WBNI	BNI	Yes	W
Bangor, Me.	SE	Yes	BI	BI	Yes	W
Berkeley, Calif.	3 hrs/mo;SE	Yes	WBNI	WBNI	Yes	W
Birmingham, Mich.	4 hrs/wk	Yes	WBNI	WBNI	...	P
Cambridge, Mass.	SE	Yes	BI	BI	No	W
Chico, Calif.	1 day/wk;SE	No	WBNI	BNI	Yes	W
Danvers, Mass.	Yes	BNI	BNI	No	W
De Soto, Mo.	2 hrs/wk;SE	No	BNI	None	No	None
Denver, Colo.	SE	No	BNI	BNI	No	W
El Cajon, Calif.	4 hrs/wk;SE	No	WBI	BI	Yes	W
Elgin, Ill.	1 hr/wk;SE	Yes	WBNI	BI	No	W
Elizabeth, N. J.	2 hrs/wk;SE	Yes	WBNI	WBNI	Yes	P
Evanston, Ill.	None	NA	BNI	BNI	...	W
Flint, Mich.	SE	No	BNI	NI	No	None
Ft. Lauderdale, Fla.	5 hrs/wk;SE	Yes	WBNI	None	No	W
Greenwich, Conn.	2 hrs/wk	Yes	WBNI	WBNI	No	None
Hampton, Va.	1 day/wk;SE	No	BI	BI	No	P
Hartford, Conn.	None	Yes	BNI	BNI	Yes	W
Hawthorne, Conn.	16 hrs/mo;SE	Yes	WBNI	WBNI	...	W
Holland, Mich.;SE	No	WBNI	B	Yes	P
Hollywood, Fla.	SE	Yes	WBNI	BI	Yes	W
Hutchinson, Kan.	SE	Yes	WBNI	None	No	P
Joplin, Mo.	2 hrs/wk;SE	No	WBNI	BNI	No	P
Las Vegas, Nev.	2 hrs/wk;SE	No	WBNI	BNI	Yes	W
Lexington, Ky.	SE	Yes	WBNI	BNI	No	None

Table 2 — continued

City	No. of Hours on Duty	City Furnishes Uniforms	Police Equipment		Liability Insurance	Auxiliary Police Insurance
			Authorized	Furnished by City		
Lodi, Calif.	4 hrs/wk;SE	No	WBNI	WBNI	No	W
Long Beach, Calif. . .	2 hrs/wk;SE	No	WBNI	BNI	No	W
Modesto, Calif.;SE	Yes	WBNI	WBNI	No	W
New Orleans, La. . .	None	No	BI	BI	No	None
New York, N. Y. . . .	4 hrs/wk;SE	No	NI	NI	No	W
Newton, Kan.	SE	Partly	BNI	BNI	No	None
Niagara, N. Y.	2 hrs/wk;SE	Yes	BNI	BNI	Yes	W
Norwich, Conn. . . .	SE	No	B	B	No	W
Ontario, Calif.	8 hrs/mo	No	WBNI	B	Yes	W
Oregon City, Ore. . .	10 hrs/wk	Yes	WBNI	BNI	Yes	W
Park Forest, Ill. . . .	8 hrs/wk	Partly	WBNI	None	Yes	W
Pasadena, Calif. . . .	SE	No	WBNI	BNI	Yes	W
Pendleton, Ore.	2 hrs/wk;SE	No	WBNI	BNI	Yes	W
Portland, Me.	Yes	BNI	BNI	No	W
Portsmouth, Va. . . .	3 hrs/wk;SE	Partly	BNI	BNI	...	W
St. Petersburg, Fla. .	SE	Yes	WBNI	WBNI	No	W
San Diego, Calif. . . .	SE	No	WBNI	B	Yes	W
Santa Monica, Calif.	Yes	WBNI	WBNI	Yes	W
Sioux City, Iowa . . .	5 hrs/mo;SE	No	I	None	Yes	None
Teaneck, N. J.	4 hrs/mo;SE	Yes	BNI	BNI	Yes	W
University City, Mo. .	4 hrs/mo;SE	Partly	BNI	BNI	No	P
Whitefish Bay, Wis. .	2 hrs/wk;SE	Yes	BNI	BNI	No	W
Wilmette, Ill.	SE	No	WBNI	BNI	No	None
Worcester, Mass. . . .	None	NA	BNI	BNI	Yes	None

BERKELEY, CALIFORNIA, POLICE RESERVE TRAINING PROGRAM**Basic Course — 63 Hours**

1. **CLASSROOM AND FIELD NOTE TAKING (3 hours):** Taking of logical notes in lectures and demonstrations. Fundamental rules and method of taking comprehensive notes during investigation. Value and practical application of notes.

2. **CITY AND COUNTY GOVERNMENT, WITH SPECIAL EMPHASIS ON DEPARTMENTAL ORGANIZATION AND CIVIL DEFENSE FUNCTIONS (3 hours):** Organization of city or county government and its agencies; their relationship to police departments. Function of each division within the police department. Instruction on organization of local civil defense organization, its relationship to state and federal civil defense and function of each division within the local organization.

3. **DEPARTMENTAL RULES AND REGULATIONS — CARE AND USE OF EQUIPMENT (3 hours):** Orientation course to the department's rules and regulations, policies and procedures. Instruction in handling and use of departmental and personal equipment.

4. **FIRST AID (6 hours):** Course to cover injuries and illnesses most frequently encountered by law enforcement officers, such as bleeding, fractures, poisoning, shock and suffocation.

5. **LAWS OF ARREST, SEARCH AND SEIZURE (6 hours):** Peace officers' right and duty to make arrest. Obligations imposed by oath of officer. Distinction between felony and misdemeanor. Requisites of legal arrest as set forth in Part 2, Title 3, Chapter 5 of Penal Code. Immunity from arrest; legal rights of suspect, techniques and procedures in effecting arrests. Legal use of force, degree of force, rights of arrested persons. Attitude and remarks of arresting officer. Laws and regulations pertaining to search of premises, automobiles and persons. Discussions relative to officers' right to search and hold for evidence or confiscate property.

6. **REPORT WRITING AND DESCRIPTIONS (6 hours):** Necessity of reports in law enforcement. Operation, requirements of good reports. Basic understanding of types of reports, their use, value and purpose. Principal types of reports: Narrative, elements of composition, general procedure regarding forms, substance, conclusion statistics. Specific emphasis on modus operandi reports, state accident report forms, impounded, stolen and repossessed auto reports, recovered auto reports.

7. **ELEMENTS OF INVESTIGATION (9 hours):** Course in general principles applicable to all investigations: criminal, civil, domestic, traffic. Complaint — its receipt, processing, assignment. Investigator — selection, duties, attitude, responsibilities. Need for complete, accurate information. Complaint evaluations. Incident scene — protection, examination. Evidence — search, collection, recording, identification. Laboratory appreciation, disposition. Case preparation.

8. **PUBLIC RELATIONS (6 hours):** Necessity for excellent conduct of officers on and off duty, appearance, loyalty to the job and organization. Emphasizing self-control, level-headedness, courtesy and fairness, personal appearance, neatness and punctuality. Stressing importance of off-duty conduct including temperance, personal domestic relations, off-duty activities and integrity. Attitude and procedure in those cases and offenses involving officers of other enforcement agencies. Press relations — the importance of press relations to the police service with emphasis on principal benefits to job performance, departmental and individual welfare, departmental policies toward the newspaper reporters.

9. **TRAFFIC CONTROL AND RELATED VEHICLE CODE SECTIONS (12 hours):** Instruction in manual point control of traffic. Specific instruction in blocking areas affected by explosions and/or other disasters; handling traffic at accidents, parades, special events and other evacuation routes. Corpus delicti of specific Vehicle Code sections.

10. **PENAL CODE AND RELATED LAWS (9 hours):** Origin of criminal law, State Penal Code, outline of the most used provisions of the Penal Code, Deadly Weapons Act, Welfare and Institutions Code.

Intermediate Course — 57 Hours

11. **PATROL AND OBSERVATION (9 hours):** Principles and purpose of patrol. Types of patrol — fixed, radio patrol, foot patrol. Patrol activities — observation: persons, places and vehicles. Preventive techniques. Police hazards: recognition, inspection, reduction, elimination. Operation of police vehicles; patrol, answering assignments, non-emergencies and emergencies. Summary of situations and conditions which might confront a new officer.

12. **INTERROGATION AND INTERVIEWS (6 hours):** Preparation to conduct routine interviews; approach, attitude, securing complete essential information, complaint evaluation, file check. To prepare and recruit policemen to conduct routine police interrogation: to indicate procedures and techniques employed in station interrogation. Appreciation of methods and scientific aid. Key points of proper interrogation and danger of unfairness. Statements, admissions and confessions.

13. **JAIL PROCEDURE (3 hours):** Method of booking prisoner, searching prior to locking up; obtaining booking information; listing, receipting for, storage of prisoner's property. Emphasis on custodial responsibilities.

14. **JUVENILE PROCEDURE (3 hours):** Responsibility of law enforcement agencies; various juvenile agencies including California Youth Authority. Procedure in handling juveniles and obtaining petitions.

15. **MECHANICS OF ARREST AND DEFENSIVE TACTICS (9 hours):** Methods of approaching a suspect on the street, in auto, stopping autos, approaching suspect in building, self-protection, search, frisk on arrest, restraint and security. Psychological effect created by officers, including demeanor. Use of come-alongs, batons, guns, handcuffs. Protection of prisoners. Protection of evidence. Transportation of offenders to place of detention. Problems in transporting insane persons. Fundamental application of offensive and defensive holds and breaks.

16. **FIREARMS AND GAS INSTRUCTION (9 hours):** Instruction in use and care of firearms. Explanation of situations warranting the use of firearms, legal provisions and restrictions as defined by Penal Code and General Laws. Provisions concerning justifiable and excusable homicide and the law of self-defense. Policy covering use in performance of duty. Safety precautions, nomenclature, dry firing and familiarization firing of revolver and shotgun. Description and demonstrations of the various types of gas bombs, gas guns, etc., its uses and limitations.

17. **CRIMINAL PROCEDURE AND COURTROOM PROCEDURE AND DEMEANOR (6 hours):** Method of obtaining complaint. Number of courts, inferior courts and superior courts. Jurisdiction of municipal, justice, police, superior and other courts. Fundamentals of how to be most effective as witness in court. Preparation before court. Appearance, manner and attitude in court while waiting to testify and while on stand. Common pitfalls facing new officer in court. Use of notebook in court as reference.

18. **CITY ORDINANCES (6 hours):** To familiarize the officer with the corpus delicti of the city ordinances most frequently encountered in police work.

19. **RULES OF EVIDENCE (6 hours):** Rules of evidence and their application to proper law enforcement. Tests of admissibility applied by the courts, including direct and circumstantial evidence, hearsay, confessions, dying declarations, documentary evidence, competency of witnesses, degrading and incriminating questions, privileged and non-privileged communications.

Advance Course — 60 Hours

20. **COLLECTION, IDENTIFICATION AND EXAMINATION OF EVIDENCE (6 hours):** Proper handling of each type of evidence from time picked up at crime scene until offered in evidence at trial. Discussion of processing evidence received in laboratory and assistance investigator can expect from new types of examinations now being made.

21. **POLICE PROCEDURES (18 hours):** Fundamental police procedures of most frequent and important occurrence, legal aspects, specific preliminary techniques employed in approach: investigation, identification and apprehension in following cases: Criminal — prowler, noise complaints, suspicious circumstances, malicious mischief, trespass, handling drunks. Theft, auto — theft, burglary, vice, robbery, assaults. Domestic — disturbances, fights, advice. Civil — sick and injured, dog bite, abandoned auto, vacant house, miscellaneous, mental illness, missing person.

22. **SUBVERSIVE ACTIVITIES AND RELATED MATTERS (6 hours):** Orientation to subversive activities, history, methods of operation. Espionage and sabotage techniques — methods of reporting.

23. **CROWD CONTROL (18 hours):** Types of crowds and gatherings. Laws regulating crowds and/or gatherings. Police authority. Methods of controlling crowd panic, riots, and other disorders.

24. **ATOMIC AND RADIOLOGICAL WARFARE ORIENTATION (6 hours):** Effects that might be expected should an atom bomb be exploded. Limits of area and effects of radiation. Types of radiation hazards, protection and first aid officer should apply. Radiation sickness, permissible dosage. Warnings, shelters and safety precautions.

25. **POLICE COMMUNICATION FACILITIES AND USE; ALLIED AND RELATED AGENCIES (6 hours):** Types of communication systems available. Use of same under normal and disaster conditions. Communication systems and methods of using in event of major disaster. Other agencies having police powers, their jurisdiction. Methods of obtaining information and cooperation. To cover local, county, state and federal agencies and their relations to one another, e.g., health department, license bureau, coroners, etc., and their relationship to law enforcement.

